

## Proposal for Core Organizer Roles

Passed at the OC on 11/8/19 with a vote of 9Y/0N/0A.

### Current Organizer Core Roles

*To establish clear expectations and responsibilities for core organizer roles, including **Department Coordinators, Recruitment Team Facilitators, and Committee Conveners.** Weekly check-ins at the Organizing Committee (OC) meetings for these roles will serve as the baseline enforcement mechanism for meeting these responsibilities and expectations. Truly enforcing these roles will require ongoing social accountability.*

#### **Department Coordinator**

*To lead departmental outreach and recruitment efforts*

*In larger departments, identify and recruit “Deputy” Department Coordinators (1 per 100)*

Responsibilities

- Delegate as many of the below tasks as possible
- Recruit a team of active organizers for the department (with goals of at least 1 per 20 people in department overall, including 1 per cohort and 1 per lab)
- Identify and recruit members to participate in committee work and connect these individuals with conveners
- Maintain an up to date list of all contacts within the department
- Convene regular meetings with organizers to review progress and set goals
- Attend, or send a delegated representative to, Recruitment Team meetings and Organizing Committee meetings
- Communicate progress to the Recruitment Team Facilitator
- Coordinate departmental orientation session with the Recruitment Team Facilitator
- Follow up on recruitment card entries
- Give advanced notice if there is a need to step down and find a replacement
- **Est. 2-5 hours per week**

#### **Recruitment Team Facilitator**

*To lead recruitment efforts across departments and in underdeveloped departments*

Responsibilities

- Delegate as many of the below tasks as possible
- Facilitate and set up logistics for weekly recruitment team meetings (room, time, reminders, agenda)
- Check-in with Department Coordinators to review progress every week
- Record weekly summation of work for dissemination to departmental organizers
- Attend or send a delegated representative to OC meetings
- Support Department Coordinators and keep them up-to-date on the work of the OC and committees
- Work with Department Coordinators to identify factors inhibiting progress and strategies for addressing them

- Send new recruits to organizer trainings
- Coordinate departmental orientation sessions
- Encourage mentoring practices by department coordinators
- Give advanced notice if there is a need to step down and find a replacement
- **Est. 2-5 hours per week**

### **Committee Convener**

*To conduct, track, and maintain ongoing committee work*

Responsibilities

- Delegate as many of the below tasks as possible
- Facilitate weekly or biweekly meetings
- Set up logistics for committee meetings (location, time, reminders, agenda)
- Recruit new members to the committee (such as by contacting those identified via recruitment cards, connecting with Department Coordinators, or one-on-one conversations)
- Mentor committee members to find deputy convener, co-convener, and replacements to divide the work with
- Attend or send a delegated representative to OC meetings
- Action item tracking and follow-up with committee members
- Record weekly summation of work for dissemination and update at OC meetings
- Give advanced notice if there is a need to step down and find a replacement
- **Est. 2-5 hours per week**

**Motivation:** We can model the campus as divided into levels of engagement. There are those who are actively opposed (**Anti**), those who are indifferent (**Disengaged**), those who are pro but take no actions (**Supportive**), those who participate in mass mobilization events, such as the affiliation vote, but do not otherwise engage (**Involved**), those who participate regularly by having organizing conversations, attending meetings, or participating in committee work (**Active**), and those that take on higher level planning work and more open ended tasks (**Core**). To be effective we need to move as many people up this ladder of engagement as possible.

Specifically, our organization is looking to grow quickly in the near future, with targets of 50-60 core organizers, 250-300 engaged organizers, and as much broad support and active participation in the student population as possible. To enable us to grow our organization to this level, we will need to be more deliberate not just in our identification of supporters and recruitment of active members, through the one-on-one organizing we've emphasized to date, but through a concerted effort to deepen the engagement of active members and to build our core. We have a listserv of over 300 people and we have contacted over 600 people. Part of our task is to expand these numbers, but it must now also be to get these hundreds of people to invest in building the union. This is our path to capacity and victory.

One of the key mechanisms for developing our core organizing team will be to provide clearly defined roles for our core organizers. These leadership roles are opportunities for recruitment,

as we go through the work of filling these positions. Moreover, within these roles core organizers will be expected to mentor and move people from active to engaged to core. Specifically, this can be done through developing individuals working within a department or committees by delegating and tracking tasks, developing deputy/co coordinators and conveners, and eventually aiding in leadership transition.

We propose to do this through establishing well defined roles in the core work, including expectations and responsibilities for **Department Coordinators**, **Recruitment Team Facilitators**, and **Committee Conveners**. While these positions already exist, we hope that by clearly delineated the responsibilities of these roles, we can more easily recruit people into them and to encourage those already in the positions to incorporate recruitment and leadership development into the role. We have seen the effectiveness of more formal positions with the mental health campaign, where we have been able to recruit Petition Coordinators. We hope to mimic this success in the broader work of the union. Additionally, these positions will continue to be filled on a voluntary basis for this time at least until officer election procedures are out in place.